



BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN

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NELSON PETERS LINDA K. BLOOM THERESE BROWN

MINUTES

**Commissioners' Legislative Session
10:00 a.m. Friday, November 18, 2011
Council Chambers Courtroom – Citizens Square**

Commissioners Present: Nelson Peters, Linda Bloom and Therese Brown

Others Present:	Mike Green	Commissioners Office
	Chris Cloud	Commissioners Office
	Bill Fishing	County Attorney
	Mike Talbott	County Extension Director
	Cathy Serrano	HR Director
	Bill Hartman	Highway Director
	Michael J. Archbold	Re/Max Results
	Vivian Sade	Journal Gazette
	Jeff Neumeyer	Indiana NewsCenter

Commissioner Peters called the meeting to order at 10:04 AM. Commissioner Peters led the meeting with the Pledge of Allegiance and a moment of silence.

- 1. Approval of the minutes of November 4th, 2011.** Commissioner Brown made a motion to approve the minutes. Commissioner Bloom seconded the motion. Motion carried 3-0.
- 2. Amendment #4 to Extension Contractual Services Agreement between Purdue University and the Board of Commissioners.** Mike Talbott, County Extension Director – Purdue Extension Service presented the annual contractual renewal with the County of Allen and Purdue University for the services of five educators working on behalf of Allen County. Also included was a summary of some highlights of the various programs and things they do. He stated there is a slight increase in the contractual agreement this year. They were able to accommodate that increase through the budget process. They lost a part-time person and have reduced some of their mileage expense and postage expense. They are hopeful that the 5 educators they were able to maintain will be able to keep delivering programs and having great stories like Addie and her horse. Commissioner Brown made a motion to approve Amendment #4 to Extension Contractual Services Agreement between Purdue University and the Board of Commissioners. Commissioner Bloom seconded the motion. Motion carried 3-0.
- 3. Agreement between the Board of Commissioners and the Preston Joan Group for Outplacement Workshops.** Cathy Serrano, HR Director, presented this item. She gave some background and stated that one of the things she is doing as their HR Director is looking at some of the traditional things that Human Resources have been known to do in corporate America and trying to revamp our services internally so that we more closely reflect those kinds of services for county employees as well. She stated she is looking at things like on board training, performance evaluation tying to staff development and that type of thing. As we are having a layoff this year due to our budget cuts we wanted to do something with regard to outplacement services and doing something for those employees. Some of these employees have been here 13, 15, 20 and 24 years. Some of them have never applied for unemployment insurance so this is going to be a rather new and strange experience for some of them. What we are doing is putting together training, which will be a full day event. Half of the day will be the HR staff providing information and a question and answer period on their benefits, continuation of benefits and any questions they might have from HR such as their payout of vacation time and whatever those questions might be. We would then like to have Mr. Dortch come on board and do a brief overview and then follow-up with

one on one sessions where he will work with some of these displaced employees, some of whom haven't written resumes in so long and who have stated to us they are just lost. While he is doing that, Work One is coming in and they will spend an hour or so talking about all their services and their continuing services that these employees will be able to take advantage of going forward. After that, Bill Weber of our Employee Assistant Program will talk with them about not getting discouraged during the job search process and how to keep motivated and those types of things. She stated when she talked with Mr. Dortch she told him we had a bit of a budget constraint and he actually discounted his rate. What he would normally get for a full day of training like this is about twice what he has quoted us here. He is willing to stay as long as he is needed by these employees and give them as much time as he wants for that same amount and if necessary, she thinks he would come back a second day if he is not able to get through all 20. We are anticipating about 20 and it may actually be a little bit more than that. Commissioner Peters stated that he had just received an email from Kathleen Randolph from Work One suggesting that we should be using their services and suggesting that they aren't in the loop as close as they should be. Cathy Serrano stated that she has been working with Penny Showalter who is here locally. Cathy stated that her understanding is that Ms. Randolph is like a regional manager. Ms. Showalter is very much in the loop, she has our agenda and she plans on coming and bringing handouts and setting up additional appointments at their location. Cathy stated she has been working with Ms. Showalter a month or so and is not sure why Ms. Randolph doesn't know. What Mr. Dortch is bringing to the table is really that one on one helping these employees write resumes. What Work One does is more of a classroom setting. There is an added value for what Mr. Dortch is bringing to these folks. One reason she feels this is a good idea and investment is that the faster we can get these people employed, the less unemployment insurance we are going to be paying. Commissioner Brown asked if this added value in any way precluded Work One or the individual from going farther through the Work One process? Cathy Serrano stated not at all and we do anticipate them doing that. The program that Work One is bringing to us is a one hour presentation and they will be giving the attendees lots of handouts and information to take away. Commissioner Brown asked Commissioner Peters if there was a conflict or issue with this. He responded that that was his concern. He asked if we could pass this doing a subject to because he just got that email from Ms. Randolph this morning he'd like to know that she had a greater level of comfort that there isn't duplication in this. He stated he would like to approve this subject to a meeting and that understanding being created. Commissioner Brown made a motion to approve the Agreement between the Board of Commissioners and the Preston Joan Group for Outplacement Workshops pending an outcome of meeting with Ms. Randolph. Commissioner Bloom seconded the motion. Motion carried 3-0.

- 4. Agreement between the Board of Commissioners and Parkview Hospital for Worker's Compensation Services.** Cathy Serrano, HR Director, presented this item. This is an amendment to an existing agreement we have for our occupational health. We've been with Parkview for awhile now and are quite satisfied. She stated she is seeing much better service and dollar savings. Even the ability to manage through their online software is incredible. We went back to them about 6 months ago and asked for a bigger and deeper discount and they agreed to do that. This represents an additional discount for the same service moving forward. Commissioner Brown asked how much savings. Cathy Serrano answered 25%. Commissioner Brown made a motion to approve the Agreement between the Board of Commissioners and Parkview Hospital for Worker's Compensation Services. Commissioner Bloom seconded the motion. Motion carried 3-0.
- 5. Project Acceptance form for the Reconstruction and Historic Rehabilitation of the Tecumseh Street Bridge #537 Over Maumee River.** Bill Hartman, Highway Director presented this item. Commissioner Peters asked how much this went over the original contract amount. Bill Hartman stated it was bid about 30% under the engineers estimate but as completed it was about 12% over the original engineers estimate. Commissioner Peters asked how we come up with money in those types of circumstances. Bill Hartman responded that we fund for the engineers estimate and if we go over, we transfer from another item. Commissioner Bloom made a motion to approve the Project Acceptance form for the Reconstruction and Historic Rehabilitation of the Tecumseh Street Bridge #537 Over Maumee River. Commissioner Brown seconded the motion. Motion carried 3-0.
- 6. Change Order # 1 and Final for Woodburn-Webster Intersection, Project # 1300206. Cost - \$129,137.13 (Decrease).** Bill Hartman, Highway Director, stated that this project was bid at \$1.47 million

dollars and was completed for \$1.34 million or 9% under the bid. Commissioner Bloom made a motion to approve Change Order # 1 and Final for Woodburn-Webster Intersection, Project # 1300206. Cost - \$129,137.13 (Decrease). Commissioner Brown seconded the motion. Motion carried 3-0.

7. **Project Acceptance form for Woodburn-Webster Intersection, Project # 1300206. Final Contract Amount - \$1,348,025.26.** Commissioner Bloom made a motion to approve Project Acceptance form for Woodburn-Webster Intersection, Project # 1300206. Final Contract Amount - \$1,348,025.26. Commissioner Brown seconded the motion. Motion carried 3-0.
8. **Acceptance of Annual Bids for the Highway Department for the following:**
 - a. **Aggregate – Bid # 14-11**
 - b. **Bituminous Patching Materials – Bid # 15-11**
 - c. **Liquid Calcium Chloride – Bid # 20-11**
 - d. **Recycled Asphalt Materials – Bid # 21-11**

Bill Hartman, Highway Director, presented this item. He stated that on Aggregates the bids came in between 1% and 2% over last year's bid. One of the actual ice control materials came in at 2% under last year's bid. The lowest bid on Bituminous patching materials was 3% under last year's bid. The liquid calcium was between 2%-3% above last year's bid. For the recycled asphalt materials the lowest bid was about 8% higher than last year's. Commissioner Bloom made a motion to accept the Annual Bids for the Highway Department for the above listed items. Commissioner Brown seconded the motion. Motion carried 3-0.

9. **Warranty Deeds – Flutter Rd from St Joe Rd to Schwartz Rd, Project # 05-276**
 - a. **Parcel 7A & 7B – Yates**
 - b. **Parcel 9 – Hively**
 - c. **Parcel 35 – Burton**
 - d. **Parcel 52 – Williams**
 - e. **Parcel 81 – S. Hartman**

Commissioner Bloom made a motion to approve Warranty Deeds as read. Commissioner Brown seconded the motion. Motion carried 3-0.

10. **Warranty Deeds – Gump Rd, SR 3 to Coldwater Rd, Project # 03-296**
 - a. **Parcel 7 – LST, LLC**
 - b. **Parcel 19 – Lutter**

Commissioner Bloom made a motion to approve Warranty Deeds as read. Commissioner Brown seconded the motion. Motion carried 3-0.

11. **Project Coordination Contract between the Board of Commissioners and Indiana Department of Transportation for Bethel, Till & Huguenard Rds Intersection Improvement for right-of-way services, Project # 1200207.** Bill Hartman, Highway Director, stated that what this essentially does is set up \$160,000 for the right of way services for the project between us and the consultant. This is our agreement with INDOT that we will follow their procedures which turns loose the federal money. Commissioner Bloom made a motion to accept the contract between the Commissioners and INDOT for the Bethel, Till & Huguenard Roads Intersection. Commissioner Brown seconded the motion. Motion carried 3-0.

12. **Appointment to an East Allen County Schools Common Wage Committee.** Chris Cloud, Executive Assistant, stated the name before them today was Mick Lamont. Commissioner Brown made a motion to approve Mick Lamont. Commissioner Bloom seconded the motion. Motion carried 3-0.

13. **Plat for Signature: Hawthorne Park Estates Section 1.** Commissioner Brown made a motion to approve Plat for Signature – Hawthorne Park Estates Section 1. Commissioner Brown seconded the motion. Motion carried 3-0.

14. Public hearing concerning the sale of county-owned real property

a. Parcel 02-12-11-406-016.000-074 (South ½ Lot 48 Williams Addition) – 2030 South Calhoun Street

b. Parcel 02-12-11-406-017.000-074 (Lot 49 Williams Addition) – 2040 South Calhoun Street

c. Parcel 02-12-02-453-003.000-074 (Lot 104 Original Plat Addition) – 113 West Berry Street

Commissioner Peters convened the hearing regarding the sale of county-owned real property. He stated that items a) and b) above are parcels that have been formally referred to as the TB Clinic. He stated that having never been through one of these before he is not really sure how to conduct a public hearing. County Attorney Fishing stated that the first determination would be that they are surplus and no longer needed for county business. A second determination is not really the subject of the public hearing. It's only that they are surplus. He stated a second determination could be made if so desired. Commissioner Peters stated the second determination would state that these are either economic development related projects or that there is a commonality in use for our particular sale. Commissioner Bloom stated that when we went into the joint effort with the City to accommodate the two buildings that the City and the County have, the County had additional buildings that were no longer going to be necessary with departments from the outlying buildings moving in to other buildings. We have the TB Clinic on S. Calhoun and also another property at 113 W. Berry that are unnecessary for us to keep any longer. This public hearing is to suggest that we would like to sell these properties and use this money for improvements to the departments that we are relocating. Commissioner Peters asked if there was anyone to speak in favor of the surplus not being needed. No one responded. Commissioner Peters then asked if there was anyone to suggest that the surplus is needed. No one responded. Commissioner Brown made a motion to close the public hearing. Commissioner Bloom seconded the motion. Motion carried.

Commissioner Peters then said we need a determination that the surplus is not needed if we want to proceed. Commissioner Brown stated that just as clarification the Clinic on S. Calhoun is already vacated and no longer in use and West Berry is currently in use but will be vacated once all movement has occurred at some point. Commissioner Bloom stated that that is correct. Commissioner Peters stated that we have been told it could take up to a year to sell that building and potentially it could take up to a year to get people out of that building. Therefore it might be prudent on our part to get to this point today so that we can indeed put that property on the market. Commissioner Bloom made a motion that we have had a public hearing and we are now going to be able to sell our parcels at 2030 S. Calhoun (1/2 lot) and 2040 S. Calhoun (full lot) for the second building at 113 W. Berry St. Commissioner Brown seconded the motion. Motion carried 3-0.

Commissioner Peters asked Attorney Fishing if we needed a finding at this point that it is either compatible land use or economic development driven. Attorney Fishing said yes. Commissioner Brown made a motion that these properties are economic development related and compatible in land use. Commissioner Bloom seconded the motion. Motion carried 3-0.

15. Other Business:

Commissioner Brown stated that something should be discussed and put out to the public in reference to yesterday's County Council meeting and the approach to receiving an appropriation of \$1 million and that our intent was just to get the ball rolling. We have had and want to take away the perception that there hasn't been dialogue to date with the City of Fort Wayne regarding the amounts we are discussing but that we were at a point where we do need the dollars to keep going and the appropriation needed to occur. Again, not to belabor the subject but at least to put out there that a lot of good things have happened to date and we are moving forward in a lot of areas and this is just one of those things. Just trying to make sure all of our I's are dotted and T's crossed as two separate organizations. Commissioner Peters said that he echoes that and does believe that City/County relations have come a long way over the last 5 or 6 years. Working in the same building with another organization or agency you do a lot with that partner in trying to make things better for the taxpayers and citizens of Allen County. Occasionally you do hit a

bump in the road. We will get to the point where it gets resolved. It's just unfortunate that we are at this point today.

Chris Cloud, Executive Assistant, stated that we have an **annual lease agreement for extra property for the Sheriff** that is paid for through grant funds that were approved through County Council yesterday. This is used for one of the outer and more private divisions that is not well suited for the building at Kidder or the City/County building. Commissioner Bloom made a motion to accept the lease amount for the Sheriff's department that is necessary for him to operate his division. Commissioner Brown seconded the motion. Motion carried 3-0.

16. Approval to waive the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of November 18th, 2011. Commissioner Brown made a motion to approve waiving the 2nd Reading on any matter approved today and for which it may be deemed necessary for the Legislative Session of November 18th, 2011. Commissioner Bloom seconded the motion. Motion carried 3-0.

17. Comments from the Public.

18. Motion to Adjourn. There being no further business, the meeting was adjourned at 10:41 a.m.

Allen County does not discriminate because of disability in the admission to, or treatment or employment in, its programs or activities. The Human Resources Director has been designated to coordinate compliance with nondiscrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided therein, and Allen County's ADA policy is available from the ADA Coordinator. Suggestions on how the County can better meet the needs of persons with disabilities may be submitted to the ADA coordinator at: Human Resources Department, 1 East Main Street, Room 300, Fort Wayne, IN 46802, or by phone at (260) 449-7217.